



## Wyoming Department of Education

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### MEMORANDUM NO. 2007-19

**TO:** Superintendents  
Business Managers

**FROM:** Meredith Bickell  
Technology Services Supervisor *MB*

**DATE:** January 5, 2007

**RE:** WDE 684 – WISE Teacher-Course-Student Collection

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### TIME SENSITIVE MATERIAL

The Wyoming Department of Education (WDE) will be collecting the WDE 684 – WISE Teacher-Course-Student data for the Spring Proficiency Assessments for Wyoming Students (PAWS). This data will be used to populate user accounts for the online portions of the test as well as provide label information for the test booklets.

The WDE 684 has replaced the WDE 671 – Student Roster, however the data elements have not changed. The data elements for this collection can be found on the WDE WISE website, [http://www.k12.wy.us/wise/wise\\_home.htm](http://www.k12.wy.us/wise/wise_home.htm).

The WDE 684 will need to be submitted using the WISE State Report Manager (SRM). The collection window will open on **Monday January 29, 2007** and will close on **Friday February 9, 2007 at 5:00 P.M.** It is critical that data is submitted on time for this collection due to time constraints in processing the data so that districts can be provided with user accounts and booklets in a timely manner prior to the Spring PAWS testing window.

If you have any questions about the WDE 684 collection, please contact Shannon Cranmore, Data Analyst, at [scrnm@educ.state.wy.us](mailto:scrnm@educ.state.wy.us) or 307-777-6245.

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**Please note the following upcoming spring collections that will be submitted through the WISE SRM. Data collections submitted through the WISE SRM are required to be student level.**

WDE 684 - WISE Teacher-Course-Student Data (March 2007)  
WDE 427 - WISE Special Education Students End-of-Year (June 2007)  
WDE 600 - WISE Student's Attendance and Membership (June 2007)  
WDE 670 - WISE Graduate (Completer) Students (July 2007)

If you have any questions regarding the WISE Project or the upcoming WISE SRM data collections, please contact Shadd Schutte, WISE Project Manager, at [sschut@educ.state.wy.us](mailto:sschut@educ.state.wy.us) or 307-777-3656.

MB:sc